

TOWN OF ACWORTH, NEW HAMPSHIRE
Selectmen
Approved Minutes for Business Meeting of February 21, 2023 at 6:30 p.m.
Town Hall, 13 Town Hall Rd, Acworth, NH 03601

SELECT BOARD PRESENT: Jim Jennison; Ray Leonard; Kathi Bradt

STAFF PRESENT: Charlotte Comeau, BOS Admin. Assist.; Jennifer Bland, Hwy Admin. Assist.; Collin Crosby, Hwy Foreman; Bob Porter, Building Inspector

OTHERS PRESENT: Greg Bascom; Glenn Elsesser; Brenda Melius; Gregg Thibodeau; Prescott Trafton; John Tuthill; Victoria Wuest

CALL TO ORDER: Jim called the business meeting to order at 6:45 p.m.

FLOOD RESPONSE:

- Discussion on the RFP for completion of FEMA repairs for paving on Charlestown Rd. Kathi asked to vote for Charlotte to work with Erin to release the RFP.
- Glenn stated that there was a lot of information in the RFP that wasn't applicable to Charlestown Rd. and thought we should wait until after town meeting to see what we have for money. He also mentioned that until we find out what DES wants us to do on Crane Brook Rd what they will want us to do, in his opinion, we shouldn't spend money on another project.
- Kathi mentioned that based on the FEMA meeting today, DES has been a roadblock for almost all of the towns in getting reimbursement for this disaster. She indicated that Judy Aron has been in touch with the Governor's office to arrange a meeting.
- Brenda believes the RFP is vague. Kathi told her to email Charlotte so she can relay to Erin.
- Prescott stated the paving and tonnage is off.
- Charlotte will get in touch with Erin about the issues.
- Kathi said we are going to wait until after the DES meeting on Thursday but FEMA and HSEM team is recommending we separate the projects on ones that DES has questions and non DES projects. The numbers for the projects are likely to change so we can push the non DES projects through to get reimbursement quicker.
- Kathi stated we had a right to know request from WMUR wanting information on the flood. This was brought up at the FEMA/HSEM meeting today and they will discuss this with their leadership. The request was public access to all documents from the flood. If this means they need hard copies then we need more time as the information requested was substantial. Charlotte will respond with an email asking them how they want the documentation.

BUILDING PERMIT FEES: The Board acknowledged Bob Porter. Discussion took place on an updated fee schedule for building permits. Bob stated the town is not receiving a lot of revenue that every other town in the state gets except for maybe one or two. After some discussion on a motion by Jim, seconded by Kathi; ***the Board voted to accept the building permit fees except for the solar panel fee until we check with our assessor. Motion passed.***

MINUTES: Public Hearing and meeting minutes of 2/6: on a motion by Kathi, seconded by Ray; ***the Board voted to approve minutes as written. Motion passed.***

BILL MANIFEST: Kathi asked why the welfare information didn't come through the board. Charlotte stated she wasn't aware this was the process. She stated from her experience, it comes through the office and she processes the application. Kathi stated in the past, the board has had the opportunity to meet in a NPS to be informed there was an application. Kathi wasn't aware of any statutory requirements but she thinks the shared responsibility of the board of what is being applied for is important. On a motion by Jim, seconded by Ray; ***the Board voted to approve and sign. Motion passed.***

PAYROLL MANIFEST: On a motion by Kathi, seconded by Ray. ***The Board voted to approve and sign. Motion passed.***

HIGHWAY DEPARTMENT:

- Collin said they have been catching up on maintenance. Did a 1500 hour service on the loader, 500 hour service on the backhoe, the main pin for the buckets were all seized. Wouldn't take grease so they cut them out and put new ones in. 4000 hour service on the grader. After they do all the checklist they give to Jennifer, she puts it on a spreadsheet and she keeps track of when the next service time is.
- Jim mentioned there are a lot of potholes to fix. Collin acknowledged.
- Collin asked about posting the roads. On a motion by Kathi, seconded by Ray; ***the Board voted to post the roads. Motion passed.***

- Discussion on disposing the culverts in the yard. Glenn asked since these are from the flood, should we get reimbursed for the cost of disposal. Consensus was this should be a reimbursable expense. Jim will check into this and get a price.
- Kathi would like to know what the temporary repair would be for the roof. We do have about \$10k in the building and grounds capital reserve fund. Collin will follow up with Jancewicz and come back with an amount for the next meeting.
- There was consensus that we have done away with a highway liaison and communication will be to the Board and frequently through Charlotte. Jim asked Ray who stated "he didn't care".

PUBLIC: Brenda asked about log landing on Nelson Rd. stating they are logging both sides of the road so the road is being used as the landing which is a Class V road. Greg Bascom said the road isn't being used for logging, the logs are in the field. Gregg T. asked if the road is being used for craning and parking, Greg B confirmed this was the case. Gregg T stated then this would be part of a logging operation which is creating wear and tear on the road. Kathi stated if Collin doesn't have a problem with it then there shouldn't be an issue.

Brenda stated there is a no passing and no trespassing sign on the Class VI portion of Parson's Rd. that are new and not signed. In addition this area is in conservation. She states this deters people from walking there.

Gregg T said he received a complaint on Dodge Hollow in which someone has plowed and blocked the trail so people have a difficult time through there with snow shoes and hiking. He will check it out and get back to the Board.

Glenn asked about the task of writing the RFP and if there was a vote for Erin to do this. Kathi mentioned it came up in the hearing in January and there was support to have Erin start the RFP before town meeting. Kathi stated Erin is our Project Manager and our Engineer but didn't want to speak for Erin and felt we proceeded in what seemed to be the logical way in result of the meeting. Gregg T mentioned that Erin is doing the project management from an engineer's point of view, and not seeing a lot of project management. Kathi stated that there is no one on the board that is qualified to make the decisions that she is making on our behalf and one of the primary things that is driving her approach is what's reimbursable first. FEMA adds a layer in which she needs to deal with in her priorities. If we didn't have someone working in our behalf that was familiar with the process, we would be in serious trouble.

ACTION ITEMS:

- Building Permits: Gagnon M207 L20. On a motion by Jim, seconded by Ray; ***the Board voted to approve and sign. Motion passed.***
- Registration acceptance letter: On a motion by Kathi, seconded by Jim; ***the Board voted to approve and sign. Motion passed.***
- Warrant for posting: On a motion by Jim, seconded by Ray, ***the Board voted to approve and sign. Motion passed.***
- Intent to Cut: None
- ConCom Appointments: Alternates: Jennifer Griffin and Robin Ungeheuer. ***On a motion by Kathi, seconded by Jim; the Board voted to approve and sign. Motion passed.***
- Compliance: None

DISCUSSION:

- Preparation for town meeting: Jim will attend 10-1, Kathi 1-4 and Ray 4-7.

NON-PUBLIC SESSION (NPS): None

On a motion by Kathy, seconded Jim; ***the Board voted to adjourn at 8:20 p.m. Motion passed.***

Respectfully submitted,



Charlotte Comeau, Administrative Assistant